# 2010-2011 Public, Nonpublic, and Diocesan School Technology Survey and Evaluation Report

**School Demographic and Contact Information**
Name of person completing this survey: _____
Email of person completing this survey: _____
School Name: _____
NCES #: _____
Telephone Number: _____
Fax Number: _____
School's Website: _____
Grade Span: From _____ to _____
Principal's Name: _____
Principal's Email: _____
Number of teachers: _____
Number of Librarians/Media Specialists: _____
  (*These are Defined as professional staff members and supervisors assigned specific duties and school time for professional library and media service activities including selecting, acquiring, preparing, cataloging, and circulating books and other printed materials; planning the use of library and media services by students, teachers and other members of the instructional staff; and guiding individuals in their use of media services and library materials.*)
Number of students: _____
Number of administrators: _____
Number of Eighth Grade Students: _____
This school is a Title I School:    Yes _____ No _____

## Infrastructure and Technical Support

**Computers**

    **1.** How many computers\* in the school are connected to the Internet? _____
        a. How many of these computers are in a library media center? _____
        b. How many of these computers are in a lab setting used primarily for technology integration? _____
        c. How many of these are in a computer lab setting used primarily for specialized coursework or for skill and enhancement learning (e.g., Carl Perkins labs, business labs, Reading First, ILS labs)? _____
        d. How many of these are in a mobile lab (computers that are moved from one room to another)? _____
        e. How many of these are predominantly administrative? _____
        f. How many of these are in classrooms for student use (non-lab setting)? _____

        *Note: a + b + c + d + e + f must equal the total as reported in this question*

    **2.** How many computers\* in the school are NOT connected to the Internet? _____
        a. How many of these are in a library media center? _____
        b. How many of these computers are in a lab setting used primarily for technology integration? _____
        c. How many of these are in a computer lab setting used primarily for specialized coursework or for skill and enhancement learning (e.g., Carl Perkins labs, business labs, Reading First, ILS labs)? _____
        d. How many of these are in mobile lab (computers that are moved from one room to another)? _____
        e. How many of these are predominantly administrative? _____
        f. How many of these are in classrooms for student use (non-lab setting)? _____

        *Note: a + b + c + d + e + f must equal the total as reported in this question*

**3.** Of the total computers in questions 1, how many of these computers **ARE NOT** running current operating systems and software (e.g., Windows XP or greater and/or Apple OS X or greater)? _____

**3a.** How many of the computers are **iPads**? _____

*Computers to be counted should include all laptop computers, tablet PCs, iPads and desktop computers. This does not include handheld devices such as personal digital assistants (PDAs) and IPODS. **Do not count** computers which are no longer operable OR are obsolete and cannot be upgraded for use in performing basic technology skills.

## Computers Used for End of Course Testing

In this section, provide information on school-based technology that is used for the End-of-Course (EOC) online tests program.

**4.** How many computers* in the school are available for EOC testing? _____
      a. How many of these computers are in school classrooms? _____
      b. How many of these computers are in lab settings? _____
      c. How many of these computers are in the school library? _____
      d. How many computers are in mobile or rolling labs? _____

      *Computers to be counted should include all laptop computers and desktop computers that have high-speed Internet access and are used for EOC testing. **Do not count** computers which are no longer operable OR are obsolete and cannot be used for EOC testing.

**5.** Of the total computers in Question 4, how many meet the following system configurations?
      a. Windows 2000 with IE 6.0 or 7.0? _____
      b. Windows XP with IE 7.0 or 8.0? _____
      c. Windows Vista with IE 7.0 or 8.0? _____
      d. Windows 7 with IE 8.0? _____
      e. Mac with OS X 10.4.11 or greater and Safari 3.0.4 (or greater)? _____

**6.** Of the total computers in Question 4, how many meet the following system requirements?
      a. Processing Speed of 1.5 GHz or greater? _____
      b. RAM of 512 MB or greater? _____

**7.** How are the computers used for EOC testing connected to the school's network?
      _____ Wired Connection
      _____ Wireless Connection
      _____ Both

**8.** If your school has a Compressed Video Conferencing System (Polycom, Tandberg, etc.) what is the IP (KEEP this item) address or number someone would call to connect to your system? (It should be a number like xx.xx.xx.xx – 4 numbers separated with periods) _____
Who is the contact person for scheduling use of the school's CVC System? _____
What is the contact person's E-Mail address? _____
What is the contact person's Phone Number? _____

## School Connectivity

**9.** Does your school have Internet Access?
      _____ Yes
      _____ No

**9a.** What is the name of your school's Internet Service Provider?
    As of March 2010, our ISP is _____

## Classroom Connectivity

In the chart below, indicate the number of each type of room in your school, the number of rooms with the specified amount of Internet connectivity, and the number of rooms in your school that meet the state definition of a model technology classroom. **A model classroom has a minimal ratio of 5:1 student-to-Internet-connected computers, a networked teacher computer, a networked printer, appropriate software, and a large screen display and/or projection device.** Note: the total number of instructional rooms in the school includes **ALL** classrooms, libraries, and computer labs – every room in which instruction is provided to students, and not used for primarily administrative purposes).

| Classrooms | | | Library/ Media Centers | | Computer Labs | Total Instructional Rooms | Administrative Rooms/ Offices |
|---|---|---|---|---|---|---|---|
| 10a | | | 10b | | 10c | 10d =10a+10b+10c | 10e |
| **10.** Number of rooms designated as: | | | | | | | |
| 11a | | | 11b | | 11c | 11d = 11a+11b+11c | 11e |
| **11. Number of rooms with specified number of Internet connections:** | 1 computer with Internet connection | 2-3 computers with Internet connection | 4 or more computers with Internet connection | Number of library/ media centers with 1 or more Internet connections | Number of computer labs with 1 or more computers connected to the Internet | Total Instructional Rooms with Internet connections | Number of administrative rooms/offices with Internet connections |
| | **12.** Number of model classrooms*: | | | | | | |

## Student Learning

**13.** Are students in your school enrolled in any distance learning courses delivered electronically?

_____ Yes

_____ No

If yes, provide the number of students participating in the following distance learning programs.

_____ Louisiana Virtual School (online web-based classes offered via the Internet and administered by the Louisiana Department of Education)

_____ Third Party Virtual School Courses (online web-based classes offered via the Internet NOT administered by the Louisiana Department of Education)

| |
|---|
| |
| |
| |
| |

_____ Local LEA provided online courses

_____ Interactive Video, compressed or IP-based (classes delivered using "real-time," interactive audio-video approach)

_____ Other

**14.** Did any students take an online distance learning course for credit recovery?

_____ Yes

_____ No

If yes, how many? _____

What Courses? _____

_____

Course Provider:

**15.** Are any <u>homebound</u> students enrolled in electronic distance learning courses for credit?

_____ Yes
_____ No
If yes, how many? _____

**16.** Are students in your school enrolled in any of the Secondary Computer Education Courses (as identified in *Bulletin 741*)?
_____ Yes
_____ No
If yes, provide the number of students in the following courses:
_____ Computer Technology Applications
_____ Computer/Technology Literacy
_____ Computer Science I or II
_____ Computer Architecture
_____ Computer Systems and Networking I or II
_____ Digital Graphics and Animation
_____ Desktop Publishing
_____ Multimedia Productions
_____ Web Mastering
_____ Independent Study in Technology Applications

**17.** During the 2010-2011 school year, did ALL students in your school have access to a networked computer and were **ALL** students in your school **regularly** given the opportunity to do meaningful work from these networked computers beyond use for drill and practice?

*Note: For a school to answer "**YES**" to this question would mean that the school environment is such that all students have regular use of a networked computer for learning and research and that the use is across multiple disciplines and classrooms and is consistent with the Louisiana PreK-12 Educational Technology Standards. (Computer use for drill and practice activities in a lab or classroom environment alone would not meet this condition.)*
_____ Yes
_____ No

If no, provide an approximate percentage of your students, who during the 2010-2011 school year, had access to a networked computer for learning and research and who were given the opportunity to do meaningful work from these networked computers:
_____ 75-99 %
_____ 50-74%
_____ 25-49%
_____ 1-24%
_____ 0%

## Teacher and Librarian/Media Specialist Technology Proficiency

**All teachers and librarians/media specialist should be assessed for technology proficiency. This can be done using the state technology proficiency assessment instrument, SEDL Technology Self-Assessment Instrument or a local criterion or instrument. The SEDL Instrument is free to all schools and districts in Louisiana, but it is not mandatory to use for the assessment.**

**18**. _____ List the number of teachers that have been assessed for the LDOE technology proficiency.
_____ Total number of teachers on staff.
_____ List the number of teachers that were deemed proficient.
_____ List the number of librarians/media specialist that have been assessed for the LDOE technology proficiency.
_____ Total number of librarians/media specialists on staff.
_____ List the number of librarians/media specialists that were deemed proficient.

**19.** Method of assessment:

    O  State provided LDOE Technology Self-Assessment Instrument

    O  Other (Please describe) _____


## School Administrator Technology Proficiency and Leadership

*Information for this section must be obtained directly from or submitted directly by the school principal and assistant principal.*

**20.** Has the principal completed the LEADTech coursework, or is the principal currently enrolled in the LEADTech program?

    _____ Yes

    _____ No

**21.** Has/Have the assistant principal(s) completed the LEADTech coursework, or is/are the assistant principal(s) currently enrolled in the LEADTech program?

    _____ Yes

    _____ No

    _____ N/A

**22.** Has the principal completed the Louisiana Educational Leaders' Induction Program (LELI) coursework, or is the principal currently enrolled in the LELI program?

    _____ Yes

    _____ No

**23.** Has/Have the assistant principal(s) completed the Louisiana Educational Leaders' Induction Program (LELI) coursework, or is/are the assistant principal(s) currently enrolled in the LELI program?

    _____ Yes

    _____ No

    _____ N/A

**24.** Do the principal and assistant principal(s) actually encourage teachers to integrate appropriate technologies to maximize learning and teaching?

    _____ Always

    _____ Almost Always

    _____ Sometimes

    _____ Almost Never

    _____ Never

**25.** How does the principal promote and support effective use of technology for teachers and learning. Check all that apply.

    _____ The principal considers the Instructional Technology skills of the prospective teachers applying for a position at his/her school.

    _____ The principal provides release time for teacher professional development in the area of Instructional Technology.

    _____ The principal evaluates a teacher's effective use of Instructional Technology as one of the assessment factors when evaluating personnel.

    _____ The principal requires teachers on his/her staff to include a technology goal in their professional growth plans.

    _____ The principal requires teachers on his/her staff to include a technology component in lesson planning to support effective implementation of the *Louisiana Comprehensive Curriculum*.

    _____ The principal provides leadership for and nurtures the development of professional learning communities focused on Instructional Technology.

    _____ The principal supports and encourages school-based grant writing to seek additional funds to support Instructional Technology.

**26.** Rate the extent to which the following conditions exist in your school

    1 = Not at all

    2 = Efforts to do this are just beginning

    3 = Efforts have begun and some progress has been made

    4 = Efforts have begun and we have made considerable progress

5 = This condition has been achieved at our school

| School Condition | 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|
| Technology is used to promote inclusion of special needs students into mainstream classes and/or curricula | | | | | |
| There is guidance from the school to ensure that the use of technology by teachers across grades and content areas is consistent | | | | | |
| There are policies in place to ensure that all aspects of the student population have access to technology resources to support learning. | | | | | |

## Communication and Community Outreach

**27.** Is there a district policy for student cell phones?
_____ yes
_____ no

**28.** Does your school have a website?
_____ Yes
_____ No
If yes,
    a. Is the school's website linked to the district site?
        _____ Yes
        _____ No

    b. Which of the following items are included and regularly updated on the school's website? (Check all that apply):
    _____ school calendar
    _____ school address
    _____ school phone number
    _____ school fax number
    _____ administrators' names
    _____ administrators' email addresses
    _____ administrators' pictures
    _____ a list of faculty members
    _____ faculty members' email addresses
    _____ links to teachers' web pages
    _____ links to sites that would be useful for parents and students

**29.** The number of teachers who have their own regularly updated class webpage linked from the school's webpage.
_____

**30.** The school currently uses and/or provides which of the following? Check all that apply.
_____ online learning software (e.g., Blackboard, WebCT, Moodle)
_____ CVC or IP infrastructure for video conferencing
_____ training available for interested community members
_____ community access to technology after hours
_____ automated calling system facilitates communication with all homes providing reminders of school events, student absences, report card mail outs, etc.

**31.** The number of teachers in your school who routinely use email for professional endeavors: _____

**32.** The number of students who use email at school as part of the learning experience: _____

**33.** Does local policy allow students to be provided school/district email accounts for your school?
_____ Yes
_____ No

**34.** The number of teachers in your school who have Internet access at their homes. _____

**35.** The number of students in your school who have Internet access at their homes. _____

**36.** Students who do not have access to technology in their homes can gain access through: (Check all that apply)
_____ After School Open Labs
_____ Community Centers
_____ Libraries
_____ Take home computer
_____ PDA
_____ i-Pods
_____ Other
_____Take home computers with WiFi cards to access the internet
_____ Internet Access Cards

# Planning and Funding

**37.** Does your school have a stand-alone technology plan?
_____ Yes
_____ No
If yes,
     a. Is your school plan aligned to the district plan?
        _____ Yes
        _____ No
     b. Is your school plan aligned with and incorporated into your school improvement plan and improvement
       strategies?
        _____ Yes
        _____ No
     c. Does your plan address curriculum integration needs and strategies?
        _____ Yes
        _____ No
     d. What was the year of the last revision of your school plan? _____
If no:
   Is there a component of your school improvement plan that can be identified as a plan for instructional
technology in your school?
        _____ Yes
        _____ No

**38.** Which funding sources does your school use to make technology purchases (hardware, software, technology
professional development, technology support)? Check all that apply.
        _____ District allocation
        _____ Federal title funds
        _____ Site-based line item
        _____ Grants
        _____ Parent Supporters
        _____ State Funds
        _____ School Self-generated
        _____ Community Partners
        _____ Fund Raisers
        _____ Special Education
        _____ Private donations
        _____ Other

**39.** On the average, what annual dollar amount of your *school-based funds\** are used to support instructional technology purchases (i.e., what is your average annual expenditure for technology-related purchases)?

    \_\_\_\_\_ Less than $1000 per year
    \_\_\_\_\_ $1,000 - $9,999 per year
    \_\_\_\_\_ $10,000 - $24,999 per year
    \_\_\_\_\_ Over $25,000 per year
    *\*School-based funds are those funds generated by the school, locally generated specifically for the school, or awarded directly to the school. (i.e., PTO funds, school fundraisers, locally generated funds specifically for the school, or state award funds you choose to earmark for technology. This does not include district, state, or federal funds that flow to the school.)*

## E-Rate Funding

**40.** Did your school apply individually for E-Rate funding during the 09-10 school year?
    \_\_\_\_\_ Yes
    \_\_\_\_\_ No

**41.** If yes, what is the dollar value of the discount in the 09-10 school year? \_\_\_\_\_ (round to the nearest dollar)

**42.** Has the school E-Rate application been funded for 09-10?
    \_\_\_\_\_ Yes
    \_\_\_\_\_ No

**43.** Did your school apply for E-Rate Funding for 10-11?
    \_\_\_\_\_ Yes
    \_\_\_\_\_ No

**44.** If yes, what was your funding request \_\_\_\_\_ (round to the nearest dollar).

**45.** If yes, what was your discount percentage? \_\_\_\_\_

**46.** If yes, what was the free and reduced lunch count? \_\_\_\_\_

**47.** If yes, who approved/certified your technology plan for E-Rate purposes? \_\_\_\_\_

**48.** Does your school want training and support for E-Rate filing?
    \_\_\_\_\_ Yes
    \_\_\_\_\_ No

    If yes, which level of training?
    \_\_\_\_\_ Beginner
    \_\_\_\_\_ Intermediate/Advanced

    If yes, what type of support?
    \_\_\_\_\_ State contracts
    \_\_\_\_\_ Filing support
    \_\_\_\_\_ Hotline / e-mail support
    \_\_\_\_\_ audit preparation & response support
    \_\_\_\_\_ other, please specify _____

**Planning and Funding Rubric**

Identify your school's current level of progress in the area of **Planning and Funding**. It is possible that your school may have indicators in more than one of the levels of progress (Early Tech, Developing Tech, Advanced Tech, or Target Tech). However, you are to select the one level of progress that best describes your school at this particular point in time.

| Early Tech | Developing Tech | Advanced Tech | Target Tech |
|---|---|---|---|
| • No campus technology plan or a plan that is not implemented. <br> • School technology used mainly for administrative tasks such as word processing, budgeting, attendance, and grade books <br> • No school budget for hardware and software purchases and professional development. | • School technology plan aligns with District Technology plan and is used for internal planning, budgeting, and applying for external funding. <br> • Some dollars in the school budget for hardware and software purchases, professional development, and minimal staffing support. | • A collaboratively developed school technology plan aligns with District Technology plan and is used for internal planning, budgeting, and applying for external funding. Plan is regularly updated and addresses La PreK-12 Technology Standards for Students. <br> • Appropriate dollars allotted in school budget for hardware and software purchases, professional development, adequate staffing support, and ongoing costs. | • A collaboratively developed school technology plan aligns with District Technology plan and is used for internal planning, budgeting, and applying for external funding. Plan is updated at least annually and addresses PreK-12 Technology Standards for Students. Plan is focused on student success; based on needs, research, proven teaching and learning principles. <br> • Campus budget for hardware and software purchases, sufficient staffing support, costs for professional development, incentives for professional development, facilities, and other ongoing costs. <br> • Effective convergence of district funding to maximize district access to funding, economize efforts, support programs, and prove successful with program sustainability. |

_____ Early Tech
\_\_\_\_\_ Developing Tech
\_\_\_\_\_ Advanced Tech
\_\_\_\_\_ Target Tech